

**LRES (LABOR RELATIONS & EMPLOYEE SERVICES)
COMMITTEE MINUTES
Committee Room #2, Oneida County Courthouse
November 20, 2023 10:00 a.m.**

LRES COMMITTEE MEMBERS PRESENT: Ted Cushing/Chair, Scott Holewinski, Jim Winkler and Diana Harris

LRES COMMITTEE MEMBERS ABSENT: Robb Jensen (excused)

ALSO PRESENT: Lisa Charbarneau, Jenni Lueneburg (LRES); Tina Smigielski (Finance); Mike Fugle (Corporation Counsel); Steven Schreier, Linnaea Newman (County Board)

CALL TO ORDER AND CHAIRMAN'S ANNOUNCEMENTS

Chairman Cushing called the LRES Committee to order at 10:00 a.m. in Committee Room #2 of the Oneida County Courthouse. The meeting has been properly posted in accordance with the Wisconsin Open Meeting Law, and complies with the Americans with Disabilities Act.

APPROVAL OF AGENDA

Motion by Winkler to approve today's agenda, giving the Chairman the ability to move around on topics as needed. Second by Harris. All Committee members present voting 'Aye'. Motion carried.

APPROVAL OF MINUTES

No minutes presented for approval.

INVOICES PAID REPORT

Brief discussion held on report presented. Motion by Cushing to accept the Invoices Paid Report as presented. Second by Holewinski. All Committee members present voting 'Aye'. Motion carried.

BUDGET/ACTUAL REPORT

Brief discussion held. Motion by Cushing to accept the budget report as presented. Second by Harris. All Committee members present voting 'Aye'. Motion carried.

CLOSED SESSION

Motion by Holewinski, second by Winkler for the LRES Committee to go into closed session pursuant to Section 19.85(1)(f) for purposes of considering financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of specific charges, which, if discussed in public would likely have an adverse effect on the reputation of the person referred to in such data (Topic: Employee Compensation for Medical Leave) and Section 19.85(1)(c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee. (Topic: Asst. Corporation Counsel Compensation).

Roll call vote taken with all members voting in the affirmative. Motion carried. Committee went into closed session at 10:05 a.m.

Staff present in closed session: Charbarneau, Lueneburg, Fugle, Schreier and Newman

RETURN TO OPEN SESSION

Motion by Winkler, second by Harris to return to open session. Roll call vote taken with all Committee members present voting 'Aye'. Motion carried. Committee returned to open session at 10:54 a.m.

Cushing reports in closed session, no decisions or motions were made. Upon return to open session:

Motion by Winkler to hire the Assistant Corporation Counsel position at Grade Q, Step 5 with an evaluation tool to be used at six-months for an increase to Step 6. Second by Cushing. Roll call vote with all Committee members present voting 'Aye'. Motion carried.

Motion by Holewinski to borrow the employee in the Clerk of Courts Office up to 80 hours PTO from their 2024 bank with the understanding that if the employee leaves employment prior to earning the PTO, it will be paid back. Second by Harris. Roll call vote with all Committee members present voting 'Aye'. Motion carried.

LRES DEPARTMENT 2024 LONG RANGE PLAN

Charbarneau presented the updated LRES Long Range Plan for Committee review. Charbarneau notes that both the Human Resources Director and Employee Services Assistant plan to retire within the next three years and she would like to work on a succession plan, which was emphasized as a need for departments during the SWOT (Strengths, Weaknesses, Opportunities and Threats) analysis completed months back. Winkler feels that some of the human resources related needs identified in the SWOT analysis such as mentorship should also be added to the LRES Long Range Plan. Discussion held, with Committee suggesting that Winkler work with Charbarneau on his suggestions.

TRAVEL REQUEST: WPELRA ANNUAL TRAINING & WCA LEGISLATIVE EXCHANGE

Charbarneau requests approval for her and Lueneburg to attend the WPELRA Annual Training in Madison on February 1-2, 2024. Charbarneau says this training provides national speakers on important personnel topics. Brief discussion held. Motion by Holewinski to approve the out-of-town travel to attend the WPELRA training in Madison as presented. Second by Winkler. All Committee members present voting 'Aye'. Motion carried.

Charbarneau also requests approval to attend the WCA (Wisconsin Counties Association) Legislative Exchange on February 6-7, 2024 for herself and any Committee members that wish to attend. Brief discussion held. Motion by Holewinski to approve any LRES Committee members and Charbarneau to attend the WCA Legislative Exchange as presented. Second by Harris. All Committee members present voting 'Aye'. Motion carried.

PUBLIC COMMENTS

No public present on Zoom or in Committee Room for comments.

FUTURE AGENDA TOPICS

Any agenda items should be forwarded to Cushing or Charbarneau.

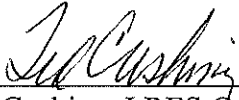
FUTURE MEETING DATES

December 6, 2023 at 9:00 a.m.

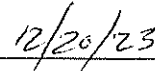
December 20, 2023 at 9:00 a.m.

ADJOURNMENT

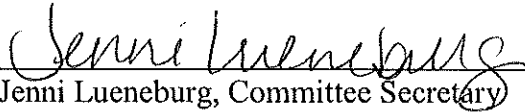
Cushing announced the adjournment of the LRES Committee meeting at 11:07 a.m.



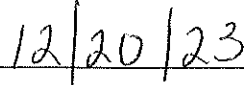
Ted Cushing, LRES Committee Chairman



Date



Jenni Lueneburg, Committee Secretary



Date